



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

MANAGER OF COLORADO RIVER RESOURCES

Group-Section: Office of the General Manager	FLSA Status: Exempt Bargaining Unit: UNREP	Salary Grade: 86 Job #: Z33
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JOB SUMMARY

Responsible for developing and managing water supply programs to fill the Colorado River Aqueduct. Developing budget for program development, negotiating transfer and exchange agreements with agencies in other states, developing proposals to fund water conservation projects, obtaining Board approval to execute programs, developing strategies, and directly coordinating activities with the General Manager and Assistant General Manager.

Incumbent employee performs duties determined by the applicable Department Head as having significant responsibilities for formulating and administering District policies or programs at the executive level, or as having significant responsibilities for administering employer-employee relations matters at the executive level.

OVERSIGHT

Supervision Received: Receives direction from Assistant General Manager.

Supervision Given: Manages and supervises a staff of managers, professionals, paraprofessionals and administrative support employees.

JOB DUTIES

1. Negotiates on legally complex and rigid water supply agreements with multistate agencies which include developing new water supply programs to augment Metropolitan's Colorado River supplies; and negotiating costs, terms, and quantity of water received.
2. Administers Water Supply agreements to contain costs and maximum supply which includes overseeing and adjusting the agreements.
3. Represents Metropolitan's interests before external organizations and individuals including resource agencies, interest groups, public agencies, elected officials, and public.
4. Advises and consults with the General Manager and other Executive Staff on strategies and policies.
5. Develops policy positions on Colorado River issues to recommend for board adoption.
6. Meets with and evaluates new supply proposals from outside interests.
7. Monitors and oversees analysis of all legislation impacting Colorado River matters.
8. Trains and directs staff on Colorado River matters.
9. Performs other related job duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: A bachelor's degree from an accredited college or university and fourteen years of increasingly responsible relevant experience, of which six years must have been in a management or supervisory position; or An advanced degree from an accredited college or university and twelve years of increasingly responsible relevant experience, of which six years must have been in a management or supervisory position.

Required Knowledge of: Federal, state and local laws and regulations; social, political, and environmental issues affective Metropolitan's supplies; water operations; budgeting practices and procedures; strategic planning; contracting practices and regulations; negotiation; management/supervisory concepts and techniques; leadership and mentoring; team building.

Required Skills and Abilities to: Develop and implement strategies, programs, policies, and procedures relating to area of responsibility; represent District to regulatory agencies, public agencies, and elected officials; establish and maintain collaborative working relationships with all levels within the organization, other agencies, elected officials and the public; use presentation and business applications; prepare presentations for executive management, Board of Directors and member agencies; effectively negotiate; communicate orally and in writing on administrative and technical topics; exercise sound independent judgment; resolve conflict; and provide leadership and motivation.

CERTIFICATES, LICENSES, AND REGISTRATIONS REQUIREMENTS

Employees in this position may be required to obtain and maintain the following certifications, licensing and registrations:

Certificates

- None

Licenses

- Valid California Class C Driver License that allows you to drive in the course of your employment

Registrations

- None

DESIRABLE QUALIFICATIONS

Knowledge of the Water Surplus and Drought Management plan

PHYSICAL DEMANDS, WORK ENVIRONMENT, AND VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Job Title: Manager of Colorado River Resources

Job Code: Z33

Adopted: 11/15/10

Effective: 06/27/21

Revised: 08/22/21

Supersedes: 06/01/17

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Physical Demands: The work is sedentary. Typically, the employee may sit comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items such as paper, books, or small parts; driving an automobile, etc. No special physical demands are required to perform the work.

Work Environment: The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences or commercial vehicles, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated.

Vision Requirements: No special vision requirements.